

DMHAS  
River Valley Services  
JOB OPPORTUNITY  
BEHAVIORAL HEALTH PROGRAM MANAGER  
RV#86569

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** State Employees  
**Location:** River Valley Services, Middletown, CT  
**Program/ Unit:** Young Adult Services  
**Annual Salary Range:** \$80,261 - \$109,428  
**Schedule/Hours:** Monday- Friday, 8:30am to 5:00pm  
**Closing Date:** March 17, 2015

**Eligibility Requirement Eligibility:** This is a competitive position. Candidates must have applied for and passed the Behavioral Health Program Manager exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

**Duties include but are not limited to:** This position entails managing the day to day administrative and clinical operations of Young Adult Services (YAS). YAS provides intensive community-based services to support young adults with severe and complex mental health conditions, many of which have been referred from the Department of Children and Families (DCF). The program is established to provide a full array of services to support their successful transitions to adulthood. Serve as liaison to the Office of the Commissioner regarding all YAS related initiatives, reporting requirements, admissions, risk management needs, consultations and DCF/DMHAS joint projects. Manage and monitor program budget including client support funds, overtime costs and contracts with specialized programs; manage all aspects of HR functions including hiring, disciplinary action, supervision, performance improvement plans, training needs and performance evaluations; requires extensive clinical knowledge and skill to provide supervision, leadership and direction to a multi-disciplinary team designed to provide state of the art trauma-sensitive clinical services to young adults; includes the development, monitoring and management of services which include life skills programming, recovery planning and family support; may also require evening and weekend administrative on call coverage to provide clinical consultation and direction related to risk issues, clinical needs, staffing issues, critical incidents and overall program needs; requires evening and weekend hours depending on the emerging clinical needs of the program.

**General Experience and Training:** Seven (7) years of experience in business or health care administration or program development involving responsibility for financial management, budget development or grants management or professional health care or social services experience.

**Special Requirement:** Two (2) years of the General Experience must have been in a professional supervisory level in a behavioral health care program. Incumbents in this class may be required to possess appropriate current licenses or certifications.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

**Application Instructions:** Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12)

**To be considered for this position:** **DMHAS employees who are lateral transfer candidates** (example: Clinical Social Worker applying to a Clinical Social Worker posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed. DMHAS **employees who are promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12). **All other applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

**PLEASE SEND APPLICATION TO:**  
DMHAS/River Valley Services  
P.O. Box 351  
Middletown, CT 06457  
Fax: (860) 262-5055  
[RVS-RECRUIT@CT.GOV](mailto:RVS-RECRUIT@CT.GOV)

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities. MP